Southwest Region Brownfields Assessment Program

Advisory Committee Agenda

December 18, 2014
11:45 a.m.

Conference Room, SWRPC Offices
37 Ashuelot Street, Keene

I. Welcome and Introductions

II. Minutes of May 7, 2014 Meeting

III. Program Update and Revolving Loan Fund Partner Introduction

IV. Former Four Corner’s Store Property
   a. General Updates
   b. Findings and Recommendations of Phase II ESA
   c. Work Change Order Request

V. Outreach Efforts and Regional Forum

VI. Proposed Cheshire County Nursing Home
   a. Site Nomination
   b. Phase I Environmental Site Assessment

VII. Other Matters

VIII. Adjourn
Present: Richard Berry, City of Keene; Larry Robinson, Town of Marlborough; John Gomarlo, Town of Winchester; Robert Harcke, Hinsdale Commercial and Industrial Development Corporation; Ryan Owens, Monadnock Conservancy; Christine Lombard, US Environmental Protection Agency New England; Gary Lynn and Jennifer Marts, NH Department of Environmental Services.

Staff: Tim Murphy, Executive Director; J. B. Mack, Principal Planner; and Becky Baldwin, Office Manager.

Guests: Steve Rickerich, Ransom Environmental.

I. Welcome & Introductions

Tim Murphy called the meeting to order at 12:05 p.m. and introductions were made. He announced that since the last meeting Chairman Prokop has resigned from the Brownfields Advisory Committee due to moving out of the area. Committee members signed a card to be sent to him expressing their good wishes.

II. Committee Leadership

Tim Murphy noted that the Committee should consider selecting both a Chairman and Vice-Chairman to lead the group.

Motion: To appoint Dick Berry as Chairman and Rodney Bartlett as Vice-Chairman of the Brownfields Advisory Committee.

Motion by Larry Robinson, seconded by John Gomarlo. Approved by unanimous vote.

Tim Murphy turned the meeting over to Chairman Berry.

III. Minutes of January 13, 2014 Meeting

The minutes of January 13, 2014 were approved as submitted by unanimous vote.

IV. Presentation: Gary Lynn, NH Department of Environmental Services MtBE Remediation Bureau

J.B. Mack introduced Gary Lynn who will administer the NH Department of Environmental Services newly formed Methyl Tertiary Butyl Ether (MtBE) Bureau. The Bureau was created as a result of a
litigation settlement with the State of NH and will investigate and cleanup MtBE contamination. Mr. Lynn explained that MtBE was used as an additive in NH gasoline from 1979 until it was banned in 2007. The chemical is water soluble, tastes and smells like turpentine, has been proven carcinogenic in animals, and is the most common contaminant found in NH drinking water that is not naturally occurring. MtBE has been detected in 415 municipal water systems throughout the state. Mr. Lynn noted that $22.3 million has been allotted for the program’s first biennium. Criteria for projects has been developed and eligible activities include testing of private wells, improvements to public water supply infrastructure, MtBE contamination prevention activities, and investigation and remediation of MtBE sites. He explained that the Four Corners site in Richmond may be a candidate to receive program funding to assist with the removal of gas tanks from the property if MtBE contamination is involved. Mr. Lynn asked Committee members for their thoughts and suggestions regarding the establishment of a site nomination process, project prioritization procedures and application screening criteria. He added that the Bureau would like to identify some projects for this construction season. Bob Harcke questioned if MtBE is only banned in NH and Mr. Lynn responded that by the end of 2007 it was banned nation-wide. He added that NH was the only state that sued petroleum companies over the contamination and received settlement funds. Chris Lombard asked what she could do to help get the word out and questioned if the Brownfields Program should include MtBE testing to identify candidates for the new program. Chairman Berry asked how much of the total funding would be available for Cheshire County. Mr. Lynn noted that right now he would rather concentrate on high priority sites throughout the entire state rather than by region. Tim Murphy asked what the best way for Committee members to provide feedback would be and Mr. Lynn provided his contact information. Chairman Berry asked if a copy of Mr. Lynn’s presentation was available for distribution and J.B. Mack responded that it could be made available if requested.

V. Updates and Discussion

A. Status of Brownfields Program

J.B. Mack reported that the majority of remaining Brownfields funds have been committed and we hope to hear soon if our application for continued grant funding has been approved. Chris Lombard reported that EPA is in the final process of reviewing grant applications and hopes to make announcements in the near future.

B. Site Updates

J.B. Mack provided updates on several brownfields sites as follows:

Former Frank’s Texaco Garage in Winchester: This property is currently for sale.

Bedard’s Auto in Surry: This property was sold several months ago to a landscaping business.

Four Corner’s Store in Richmond: Staff recently learned that this property is in the process of being foreclosed upon by the owner’s bank. Discussion ensued as to how this would affect our involvement in proposed assessment activities on the property. Steve Rickerich observed that the foreclosure process can take anywhere from one week to three years depending on the amount of liability involved. He noted that he has spoken with bank representatives explaining that the work scheduled through our Brownfields Program would increase the value of the property. Gary Lynn noted that the current owner would still like to proceed with doing assessment work on the property. Tim Murphy noted that there may be interest within the community to restore the property to its original use and the Town is supportive of moving ahead with the assessment process. Chris Lombard cautioned that if there is a foreclosure we would need to stop work on the property. Ryan Owens noted that the work we plan to perform on the property is to the benefit of all parties. Chairman Berry questioned who would own the property if it is foreclosed on. Gary Lynn noted that the bank is under no obligation to take the title to the property and can auction it off with the successful bidder taking the title. J.B. Mack noted that he would speak further
with the attorney involved in the foreclosure. Tim Murphy questioned who would sign the necessary paperwork to proceed with assessment work on the property and Steve Rickerich noted that if the foreclosure process is not completed, the current owner remains the owner of record and is able to sign. Chris Lombard noted that EPA appreciates the way we are keeping on top of the situation and suggested that if possible we should finish the current project but may not be able to expend future funds on it. J.B. Mack asked if we were unable to continue to use EPA funding, would the project be eligible for Gary Lynn’s new program. Gary Lynn responded that he can’t promise anything, but he looks at this site as a potential for his program.

C. Regional Forum

J.B. Mack noted that plans for a regional forum are on hold at present pending the outcome of receiving future EPA funding for the Brownfields program.

VI. Phase II ESA for 560 Main Street, Keene

Steve Rickerich of Ransom Environmental provided a presentation on the background, scope, findings and recommendations of a Phase II ESA for 560 Main Street in Keene. He noted that the Phase II ESA was focused on 9 of the total 30 acres that comprise the site. He reviewed former uses for the site that included liquid waste and ash disposal as well as salt storage. It was noted that drum storage on the site consisted mostly of containers that were used for trash receptacles for the Keene Pumpkin Festival. Ryan Owens asked what the liquid waste was and was told it consisted of waste oil and other industrial liquids disposed of by MPB. Steve Rickerich explained that a Phase I ESA had been performed by the firm TRC and included recommendations for the 9 acre parcel that the City is interested in developing. In 2011 TRC also performed a Phase II Assessment on the property that included test pits and wells. Part of the recommendation from that Assessment included performing additional groundwater sampling and completing a Phase III Remedial Action Plan for the site. Steve Rickerich noted that Ransom’s investigation shows groundwater migration onto the 560 Main Street site from both the former Timkin and the Markem/Image sites on the other side of the highway. In addition to recommendations that were suggested in the Phase II ESA conducted by TRC, Ransom suggests installing a vapor barrier in conjunction with any redevelopment of the site. Ryan Owens asked if there were any further actions to be taken by the Committee regarding this site. J.B. Mack responded that the data collected by Ransom would be shared with the City of Keene. Chris Lombard noted that EPA has a program that could provide further assistance to the City and she will contact them regarding what is required to be eligible for cleanup funds.

VII. Other Matters

No other matters were brought before the Committee at this time.

VIII. Adjourn

Meeting was adjourned at 2:05 p.m.

Respectfully Submitted,

Rebecca I. Baldwin
Office Manager
Agenda Item III

Date:  December 18, 2014
To:  Brownfields Advisory Committee
From:  Staff

RE:  Program Update and Revolving Loan Fund Partner Introduction

Background

On September 16th SWRPC’s Board of Directors accepted a $400,000 grant award from the U.S. Environmental Protection Agency to provide continued environmental assessment services in the Southwest Region from October 1, 2014 to September 30, 2017.

Following the Board’s approval, staff formed a Brownfields Consultant Selection Subcommittee, which completed a procurement process for environmental consultants. The process involved issuance of a Request for Proposals and a review of six different consultant proposals and four interviews with separate environmental consultants. Ransom Consulting, Inc. was recommended as the top candidate by the subcommittee. During this period, staff requested expressions of interest for legal consultants to assist the program as needed. Based on a staff proposal review and interview, staff recommended retaining the law firm Devine Millimet. The Board approved both recommendations at its meeting of October 21st.

Currently, Devine Millimet is reviewing the base environment consultant contract and forms that were used during the previous grant period. Upon Devine Millimet’s final review and recommendations, staff will engage in contract negotiations with Ransom Consulting, Inc. At the December 18th meeting, SWRPC staff will answer any questions about the consultant review process and our Program’s readiness to begin assessment work.

In an effort to prepare the Brownfields Assessment Program for the new grants, staff has been reaching out to stakeholders to determine the likelihood of potential new site nominations. Based on preliminary discussions, some additional potential work may be necessary at existing sites like 560 Main Street in Keene and the former Four Corner’s Store in Richmond, as well as potential new sites.

Staff has also reached out and invited potential partners that can assist program participants in making the transition from assessment to clean-up. Stephen Heavener from the Capital Regional Development Council (CRDC), based in Concord, NH will attend the meeting on December 18th to introduce his Revolving Loan Fund Program to the Committee. Information about CRDC programs is attached to this memo.

Recommendation

For your information.
Date: December 18, 2014  
To: Brownfields Advisory Committee  
From: Staff  
RE: Former Four Corner’s Store - General Updates  

Background

In addition to the environmental assessment work that was performed by the SWRPC Brownfields Program at the former Four Corner’s Store in Richmond a number of other partners and programs were leveraged to help revitalize the site. This has included:

- The NH Department of Environmental Services managed the removal of 960 tons of grossly contaminated soil from the Four Corner’s Store site through its new MtBE Remediation program. A copy of a NHDES newsletter describing the removal action is attached.
- SWRPC utilized NH Department of Transportation planning funds to work with a Richmond Steering Committee to develop a draft *Four Corner’s Area Plan* which among other goals, looks at incorporating the brownfields site into a larger revitalization plan for the center of Richmond.
- SWRPC took advantage of technical assistance from the Environmental Protection Agency’s Region I’s Technical Assistance Brownfields program, which enabled SWRPC to work with the planning firm Fitzgerald Halliday to perform a limited analysis to understand the market for general mercantile stores and gas stations in Richmond as well as produce renderings to inspire store and four corner’s area redevelopment.
- The Town of Richmond decided to tax deed the site and is now looking for ways to position the property for redevelopment. Part of this effort has involved working with SWRPC to apply for a feasibility study under the federal Community Development Block Grant (CDBG) program to assist in expanding on Fitzgerald Halliday’s limited market analysis as well as helping develop a request for proposals.

SWRPC staff and representatives from Richmond will be on hand during the December 18th meeting to provide these updates and answer any questions.

**Recommendation**

For your information.
Former Four Corner’s Store Property: General Updates

Brownfields Advisory Committee—December 18, 2014
960 tons contaminated soil removed
Richmond 4 Corners Planning

RICHMOND FOUR CORNERS AREA PLAN

PRESENTED TO:
THE TOWN OF RICHMOND, NEW HAMPSHIRE
& THE RICHMOND COMMUNITY DEVELOPMENT ASSOCIATION
In your opinion, please indicate the relative importance of introducing the following features in order to strengthen the Four Corners area?

- A general store: 74%
- A gas station: 58%
- Improve safety for walking/biking: 31%
- A place for youth activities: 27%
- A sit down restaurant: 23%
- A place for senior activities: 26%
- More jobs: 24%
- A place for local entertainment: 14%
- More local shopping opportunities: 12%
- Additional housing: 36%
- A place for indoor lodging: 41%

Color codes:
- Orange: High importance
- Yellow: Medium importance
- Light blue: Low importance
- Dark blue: Not important
- Grey: No answer
Distance to Major Shopping Centers

Source: Fitzgerald & Halliday, Inc.
Fitzgerald-Halliday contributions

Existing former Four Corners Store and gas station
Fitzgerald-Halliday contributions

Rendering showing potential redevelopment in the Four Corners area, including a general store and gas station.
Plan view rendering showing potential redevelopment in the Four Corners area, including a new development (general store and gas station), as well as connectivity to existing amenities, including Amidou Ball Park, the pavilion, library, and police and fire station. The plan also shows the location for a potential historical society.
$12,000 CDBG Award to assist Town of Richmond prepare for Request for Proposals/Perform more Market Analysis
Date: December 18, 2014  
To: Brownfields Advisory Committee  
From: Staff  
RE: Former Four Corner’s Store - Findings and Recommendations of Phase II ESA  

Background  

Ransom Consulting Inc. completed its Phase II Limited Subsurface Investigation and Underground Storage Tank Closure Assessment for the former Four Corner’s Store property in Richmond (attached). The environmental consultant will be on hand during the December 18th meeting to provide a brief presentation on its findings and recommendations for the site. A copy of the Executive Summary from the report is attached to this memo.  

Recommendation  

For your information.
Date: December 18, 2014
To: Brownfields Advisory Committee
From: Staff

RE: Former Four Corner’s Store - Work Change Order Request

Background

In scoping out the hazardous building materials inventory at the former Four Corner’s Store, Ransom Consulting Inc. originally determined that it needed to collect 45 samples at the store site. Due to unforeseen conditions in the former store buildings, Ransom increased its sample size up to 92 samples which translated into additional laboratory analysis, 10 additional field hours and 5 additional report hours.

Ransom Consulting has requested that the SWRPC Brownfields Assessment Program authorize a work change order by increasing payment for services by $1,426. This increases the total scope of work at the former Four Corner’s Store site from $48,277 to $49,703.

Recommendation

Staff recommends approving the work change order request.
Date: December 18, 2014  
To: Brownfields Advisory Committee  
From: Staff  
RE: Outreach Efforts and Regional Forum  

Background  

Staff will provide a presentation on recent outreach materials it has created and webpage updates that have been implemented for the Brownfields Program on the SWRPC website. Staff will also lead a discussion about a proposed program and potential dates for a late winter/early spring regional brownfields forum.  

Recommendation  

For your information.
Date: December 18, 2014  
To: Brownfields Advisory Committee  
From: Staff  
RE: Site Nomination: Proposed Cheshire County “Green House”

Background

Monadnock Economic Development Corporation recently submitted a site nomination to the SWRPC Brownfields Program for a proposed Cheshire County “Green House” model on property adjacent to the Cheshire County Department of Corrections facility. More information on this site nomination will be furnished to all Brownfields Advisory Committee members by e-mail prior to the December 18th meeting.

Recommendation

For your information.
Date: December 18, 2014  
To: Brownfields Advisory Committee  
From: Staff  

RE: Proposed Cheshire County Nursing Home – Site Nomination  

Background  

Monadnock Economic Development Association (MEDC) recently submitted a site nomination to the SWRPC Brownfields Assessment Program. MEDC is studying the feasibility of developing a new Cheshire County Nursing Home on property adjacent to the Cheshire County Department of Corrections facility. The property, which is located at 797 Marlborough Road (NH 101) in Keene was the former staging ground for an entrepreneur that ran a construction business and is known to have excavated and possibly stored underground tanks.  

Cheshire County’s legislative delegation is currently weighing its options to either renovate the existing Maplewood Nursing Home facility in Westmoreland, build a new “green house” model nursing facility in Keene, or do nothing at this time. Environmental assessment of the site through the Brownfields Program would help Cheshire County and MEDC to evaluate the suitability of the property for a nursing home facility. The proposed $30 million project would involve the construction of sixteen 6,700 square foot buildings, fifteen of which would house ten people each. Each resident would have their own bedroom and a full bathroom that opens up to a shared living area, open kitchen and dining room. MEDC has a limited time option to purchase the property and is in the process of conducting its due diligence.  

Staff has met with MEDC to collect information in order to evaluate the nomination against the Brownfields Assessment Program’s site nomination criteria. Site nomination information is attached to this memo.  

Recommendation  

Staff has not had the opportunity to review the scope of work, but will prepare a recommendation for the December 18th Brownfields Advisory Committee meeting.
Threshold Criteria: In order for a site to be considered, the property owner must be willing to participate in the Brownfields Program.

Monadnock Economic Development Corporation (MEDC), the nominator of this site, expects that the current owner will participate in the program, because they have signed a purchase and sale agreement with MEDC.

Tier 1 Criteria. A site must satisfy a majority of these criteria to be considered further – and will be ranked among other candidate sites by direct comparison of these criteria.

1. Municipal Support for Assessment Activities;
   SWRPC has requested assistance from the City of Keene Planning Department to obtain a letter of support from the Keene City Manager to perform assessment activities.

2. Legal Status regarding Access to the Property;
   The owner of the property, Theresa P. Hill, has authorized MEDC and its agents to access the property for the purposes of conducting due diligence. MEDC expects that environmental consultants from the SWRPC Brownfield Assessment Program will be granted access to the property. MEDC was given a limited time frame to conduct due diligence.

3. Level of Threat to Public Health and Safety;
   The level of threat to public health and safety is unknown until an environmental assessment is conducted. There are rumors that there may be buried tanks and/or improperly disposed hazardous liquids on the site. Since the proposed use is residential and will provide living accommodations for a population that has a higher susceptibility to health risks, clarifying this information is important.

4. Level of Other Environmental Risk;
   The level of other environmental risk is unknown until an environmental assessment is conducted. There are rumors that there may be buried tanks and/or improperly disposed hazardous liquids on the site.

5. Readiness of Redevelopment Plans (best circumstance: Brownfields funds will trigger planned redevelopment activity);
   The proposed nursing home project was recommended by a Cheshire County appointed task force after studying whether to rehabilitate the existing Maplewood Nursing Home or build a new facility. The task force study found that it was slightly more economical for the County to build a new facility if New Market Tax Credits could be used to help finance that project. A number of sites were vetted before targeting the property at 797 Marlborough Road. A key milestone for determining if redevelopment will occur on the site is if the Cheshire County delegation decides to approve a seven year lease arrangement with Monadnock Business Ventures (a subsidiary of MEDC) for the nursing home site. Currently, the delegation has accepted the task force’s recommendation as informational, but the delegation is expected to take this topic up at the beginning of 2015.
Southwest Region Brownfields Assessment Program
Site Selection Criteria for
Proposed Cheshire County Nursing Home

6. Consistency of Site Redevelopment with Municipal Zoning and Master Plan;

Currently the site is located in Keene’s Rural Zone. The proposed use is considered an institutional use which is allowed in the zone by special exception. MEDC reports that Keene is currently planning to better define streets in which institutional uses are favored and Marlborough Street may be considered as one of these streets. In Keene’s Comprehensive Master Plan the area is highlighted as a Manufacturing/Industrial area in the Future Land Use Map (p. 125). The Comprehensive Master Plan says this regarding institutional uses on page 118: “These entities provide vital services and jobs to the community. The location and functionality of institutional land uses should be focused near downtown, or where it fits the need and scale, in village/neighborhood activity centers.”

7. Development Potential:

a. Transportation access to the site;

There is a curb cut already established at the site. Fixed route public transit (Home Healthcare Hospice and Community Services’ (HCS) City Express) does not currently pass by the site and the site is not within the ¾ mile paratransit service area for the route. The Friendly Bus (HCS’s senior transportation program) is not permitted to provide transportation to nursing homes or assisted living facilities due to restrictions associated with its current transportation funding. Maplewood Nursing Home is currently providing residents transportation. Presumably, Cheshire County would continue this transportation service in Keene.

b. Availability of off-site public/private utilities and public services;

The site is currently served by public water and sewer infrastructure.

c. Clean-up cost and nature of contamination relative to post-development value;

If clean up is necessary, it is expected to be minimal.

d. Soundness of on-site conditions: utilities, buildings, other structures, drainage;

There is one small water pumping station building on the site. The parcel, which is positioned just west of the Cheshire County Correctional Facility includes some steep slopes, but there is a more level area in which MEDC is looking to build sixteen 6,700 square foot structures as well as an outdoor campus and parking. MEDC reports that there is room for expansion on the site if needed. Soils on the land are classified as loamy fine sand, excessively drained.

e. Feasibility/probability of remediation; and

MEDC, as a non-profit, would be eligible for EPA clean up grants or remediation funds from the Capital Regional Development Council or Regional Economic Development Corporation’s clean up loan funds and grants. Contamination, if discovered, is expected to be minimal, increasing the probability of clean up.

f. Suitability of site as public greenspace.

Not applicable.
Southwest Region Brownfields Assessment Program
Site Selection Criteria for
Proposed Cheshire County Nursing Home

Tier 2 Criteria. Candidate sites may be ranked among other candidate sites by comparison of these criteria.

1. Job Creation by Redevelopment;

In addition to creating new construction jobs, the project would retain existing Maplewood Nursing Home staff. Adoption of the “Green House” model would result in providing new skills training to the majority of staff, resulting in a more skilled work force. Based on current information, no new jobs would be created to maintain and operate the new development.

2. Participation by other Funders toward Clean-Up and Redevelopment;

MEDC has a strong record of piecing together funding sources to ensure clean up and redevelopment. MEDC has experience with New Market Tax Credits, the NH Community Development Investment Program, Community Development Block Grants, and clean up and remediation grants and loans from Capital Regional Development Council, Regional Economic Development Corporation and NH Department of Environmental Service. MEDC is also researching funding opportunities from a foundation that focuses on elderly housing issues.

3. Magnitude of Value added to Property Value by the use of Brownfields Fund;

Currently the property is unimproved and is taxed as a “current use” property. During the first seven years of the property’s existence, Monadnock Business Ventures will pay taxes on the property. After seven years, Cheshire County will be eligible to purchase the property.

4. On-Site and Neighborhood Historic Preservation Benefits of Redevelopment;

Not applicable.

5. Environmental Justice Benefits of Redevelopment;

Not applicable.

6. Housing Benefits of Redevelopment; and

The “Green House” model will improve conditions for elderly residents receiving housing assistance from Cheshire County. Residents will go from a situation of sharing bedrooms and bathrooms to having their own bedrooms and bathrooms. There will be more opportunities for independent living, and each resident will have greater opportunity to engage with their neighbors in open space concept areas envisioned for each “green house” unit. More information about the “green house” concept is available on the Cheshire County website as well as the following local advocacy group’s website: http://www.beyondmaplewood.org/

7. Other Enhancements to Quality of Life, e.g. Greenspace, Recreation, Community Character, etc.

The “greenhouse model” is meant to provide residents more opportunities for engaging with their neighbors as well as more privacy. The conceptual plan is for each resident to have access to a greenspace campus, and the current design includes french doors for each unit to access the outdoors.
Date: December 18, 2014
To: Brownfields Advisory Committee
From: Staff

RE: Proposed Cheshire County Nursing Home – Phase I ESA

Background

Monadnock Economic Development Association has requested that a Phase I ESA be conducted as a first step for investigating possible “recognized environmental conditions” on the property at 797 Marlborough Street in Keene. Ransom Consulting, Inc. has submitted a scope of work for a Phase I Environmental Site Assessment at the site, which is attached to this memo.

Recommendation

Staff has not had the opportunity to review the scope of work, but will prepare a recommendation for the December 18th Brownfields Advisory Committee meeting.
Date: December 16, 2014
To: J.B. Mack, Southwest Region Planning Commission
Steven Rickerich, P.G. Ransom Consulting, Inc.
Subject: Phase I Environmental Site Assessment

**Green House Project**
797 Marlborough Road (Route 101), Keene, New Hampshire
Project No: 141.05051 - Billing Group TBD

Pursuant to your request, Ransom Consulting, Inc. (Ransom) has prepared the following PROPERTY SPECIFIC SCOPE OF SERVICES as an addendum to the SWRPC/RANSOM AGREEMENT FOR CONSULTANT/ENGINEER SERVICES, yet to be executed, for the completion of a Phase I Environmental Site Assessment (ESA) for the Green House Project site in Keene, New Hampshire.

The Green House Project Site is located on Route 101 in the City of Keene, New Hampshire, and consists of an 85 acre parcel formerly used as a staging area for a construction company.

The intent of this work is to evaluate the environmental condition of the Property for evidence of recognized environmental conditions (RECs) using the standard practices set forth in this proposal. The Phase I ESA will be performed in general accordance with the requirements of ASTM International Designation E 1527-13 and the U.S. Environmental Protection Agency (U.S. EPA) All Appropriate Inquiry (AAI) standard.

Congress directed the U.S. EPA to establish by regulation, standards and practices for conducting all appropriate inquiry. In the Brownfields Law, Congress directed the U.S. EPA to include within the standards for AAI the ten criteria shown below:

1. The results of an inquiry by an environmental professional;

2. Interviews with past and present owners, operators, and occupants of the property for the purpose of gathering information regarding the potential for contamination at the property;

3. Reviews of historical sources, such as chain-of-title documents, aerial photographs, building department records, and land-use records, to determine previous uses and occupancies of the property since the property was first developed;
4. Searches for recorded environmental cleanup liens against the property that are filed under federal, state, or local law;

5. Reviews of federal, state, and local government records, waste disposal records, underground storage tank records, and hazardous waste handling, generation, treatment, disposal, and spill records concerning contamination at or near the property;

6. Visual inspections of the property and adjoining properties;

7. Specialized knowledge or experience on the part of the defendant;

8. The relationship of the purchase price to the value of the property if the property was not contaminated;

9. Commonly known or reasonably ascertainable information about the property; and

10. The degree of obviousness of the presence or likely presence of contamination at the property and the ability to detect the contamination by appropriate investigation.

OBJECTIVES

In preparing this scope of work, Ransom has considered the need for this project to meet the following objectives:

1. To document the history of the Property through review of available records and interviews;

2. To evaluate the likelihood that other releases of oil and/or hazardous material (OHM) have occurred or have the potential to occur at the Property; and

3. To provide our opinion regarding the environmental condition of the Property, and the need, if any, for additional investigation.

SCOPE OF WORK

To accomplish the objectives described above, Ransom has developed the following scope of work.

Task 1 - Site History Development

Ransom will review available local, state and federal records in accordance with ASTM E 1527-13 in an effort to develop the history of the Property. This will include the past use and handling of OHM. Local files to be reviewed will include those readily available at the local tax assessor’s office, clerk’s office, building department, zoning department, and fire department. We will review readily available City Directories and Sanborn Fire Insurance Maps for the Properties and surrounding area and, if available, aerial photographs will also be consulted.

If possible, Ransom will also interview individuals familiar with the history and past use of the Property.
Task 2 - Regulatory Records Review

We will use Environmental Data Resources, Inc. (EDR) of Shelton, Connecticut, to conduct a search of state and federal databases to identify sites of potential environmental concern in the vicinity of the Property or at the Property itself.

Ransom will review files available via the OneStop database as well as at the publicly available archives of the New Hampshire Department of Environmental Services (NH DES) for the Property and/or abutting properties.

Task 3 - Site Visit

Ransom will visit the Property to further assess current site conditions. During the site visit, we will document our observations including the presence of OHM storage areas (e.g., drums, aboveground storage tanks), stained soils, stressed vegetation, or any other evidence of a release or potential release of OHM. Ransom will collect photographic documentation of key findings and observations during our site visit.

Task 4 - Report Preparation

Ransom will prepare a summary report documenting the environmental assessment conducted at the Property. Specifically, the report will include the following, as appropriate:

1. A summary of the information gathered during the Phase I ESA, including site history, regulatory review, and observations made during the site visit;
2. A detailed site plan and a general location map for the Property;
3. Ransom’s opinion regarding the regulatory status of the Property; and
4. Recommendations for additional response actions, if necessary.

Task 5 - Results Presentation

Ransom will present the findings of the Phase I ESA to the SWRPC Brownfields Advisory Committee during one meeting in Keene, New Hampshire.

USER PROVIDED INFORMATION

In order to receive liability protection through the AAI process, the Users (person on whose behalf the Phase I ESA is conducted), have an obligation to complete interviews with the report preparer, complete a Ransom-provided User Questionnaire, and provide copies of the following documents, if available (including but not limited to):

1. Environmental site assessment reports;
2. Environmental compliance audit reports;
3. Environmental permits (for example, solid waste disposal permits, hazardous waste disposal permits, wastewater permits, etc.);
4. Registrations for underground and aboveground storage tanks;

5. Material safety data sheets;

6. Community right-to-know plan;

7. Safety plans; preparedness and prevention plans, spill prevention, countermeasure and control plans, facility response plans, etc.;

8. Reports regarding hydrogeological conditions at the Property or surrounding area;

9. Notices of other correspondence from any government agency relating to past or current violations of environmental laws with respect to the Property or relating to environmental liens encumbering the property;

10. Hazardous waste generator notices or reports;

11. Geotechnical studies;

12. Risk assessments; and/or

13. Recorded Activity and Use Limitations.

**BUDGET**

The proposed costs for the above-referenced Billing Group and Tasks are tabulated, below.

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
<th>Ransom Fees</th>
<th>Subcontractor Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Phase I ESA</td>
<td>$5,400</td>
<td>----</td>
</tr>
<tr>
<td>2</td>
<td>Phase I Presentation</td>
<td>$560</td>
<td>----</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td><strong>$5,960</strong></td>
<td><strong>----</strong></td>
</tr>
</tbody>
</table>

**TOTAL ESTIMATED COST** $5,960

If additional tasks are required beyond this scope, a separate scope of work will be provided to SWRPC.

**REPORTING**

Ransom will provide weekly status reports by telephone or email.

Ransom will prepare the draft Phase I ESA report in PDF format to submit electronically to the SWRPC, NH DES, and United States Environmental Protection Agency (U.S. EPA) for review and comment. Upon completion of review and comment, and with SWRPC approval of the draft report, Ransom will submit four final report copies and a digital copy of the Phase I ESA report on compact disc to the SWRPC.
SCHEDULE

Ransom anticipates that the draft Phase I ESA report can be completed and submitted to the SWRPC within 3 to 4 weeks of Ransom receiving written authorization from the SWRPC to proceed, and/or receipt of formal Site access authorization from the Site owner, whichever is latest contingent upon execution of a mutually agreeable SWRPC/RANSOM AGREEMENT FOR CONSULTANT/ENGINEER SERVICES.

We thank you for the opportunity to provide this Scope of Work and Proposed Budget for environmental services. Please call us if you have any questions.

Sincerely,

RANSOM CONSULTING, INC.

Stephen J. Dyer, P.E
Senior Project Manager

Steven F. Rickerich, P.G.
Vice President

SFR/SJD:Irk

APPROVED AND ACCEPTED BY SWRPC:

Signature: _____________________________________________________________

Name (print or type): ___________________________________________________

Title: _______________________________ Date: ____________________________